

BASIC NAVIGATION INSTRUCTIONS – Online Application System (OAS)

LINKS TO A PRIOR PAGE – In order to return to a prior page/screen within the wizard that you have already visited, you must click the ***PREVIOUS*** link at the bottom of the screen. You must move forward to the next page to automatically save new information that you have entered. If you simply click on the “Back” icon at the top of the screen your newly entered data **will not be saved** when you return to the page.

LINKS TO OTHER PAGES – If a portion of text is underlined this means that if you click on this underlined text you will go to a different web page, called a “linked page” or “link”. If you go to a link on another page by clicking on the underlined text, the next time you are in the same menu the link will be a different color. This is controlled by your browser.

SORTING INFORMATION – If a column heading is blue and underlined you may sort the list of information by that heading. Clicking on **FULL NAME**, for example, will sort the list of student names alphabetically.

GO BACK TO PREVIOUS PAGE – To return to a page you were just on click on the “Back” button on the Internet Menu on top of the page, on the left side of the screen.

If you are in the wizard, remember that you must go forward to the next page to automatically save new information that you have entered. If you simply click on the “Back” button your data will not be saved.

TIME LIMITATIONS – A timer starts from the moment the site is entered. If there is no activity for 20 minutes the user will get an error message and will have to return to the main “Login” screen. Any movement on a page, such as going from one screen to another or even just moving to another entry field on the same page will reset the 20-minute timer. This limit is created so that if users log in to the OAS and leave their computer for an extended period of time, pupil records will be protected.

EXIT SYSTEM – The user clicks ***LOGOUT*** to exit from the system. Clicking this link will return you to the main Login page. Once you logout you should close your browser for security reasons.

LOGIN

Logging on to the OAS

1. Open the Internet Browser. You may use any current internet browser such as Internet Explorer, Netscape, Safari, or Firefox. Screens may appear differently on each. Internet Explorer is recommended but data will be accepted from others.
2. Use the mouse to click on the “Address” at the top of the browser page. The entire address link should be highlighted to start with. If not, highlight it with the mouse.
Type the following: <https://www2.dpi.state.wi.us/MPCP> to replace address link. Press Enter to go to the site. **(We recommend that you BOOKMARK the site.)**
3. You should see the MPCP System Login screen and the place to enter your user name and password.
4. Enter User Name
5. Enter Password
6. Click **LOG IN** – **NOTE: If you are asked if you want the computer to remember your password please click NO for security reasons.**

Back Forward Stop Home Search Favorites Reload Mail Print

Address <http://test.dpi.state.wi.us/MPCP/Pages/UserLogin.aspx>

Google G Go 1 blocked

WISCONSIN
DEPARTMENT OF PUBLIC INSTRUCTION

Milwaukee Parental Choice Program

Welcome to the Online Application System for the Milwaukee Parental Choice Program!
Please enter your credentials below to log into the MPCP System.

MPCP Login

User Name:

Password:

When you are finished, please click the LOGOUT link to the left to finish your session and ensure the confidentiality of the data.

MPCP
[Login](#)
[FAQs](#)

You are now logged in to the system. You should see a screen confirming your school name, administrator name, school location and other contact information.

APPLICATION WIZARD

To begin entering applications for the new school year, click **ADD NEW APPLICATION**. You will be taken to the first step of the application wizard.



The screenshot shows the Wisconsin Department of Public Instruction (WISCONSIN) logo at the top. Below the logo is a purple header bar. On the left side, there is a sidebar with a photo of a child writing and a menu of links. The main content area displays the 'Milwaukee Parental Choice Program' title and 'New and Pending Applications' section. It includes fields for 'School Name' (Noah's Ark Preparatory School, 334 W Brown St, Milwaukee, WI 53212-2119) and 'Administrator' (Clara Wright, (414) 265-5364). The 'School Year' is set to '2008 - 2009'. At the bottom, there are two buttons: 'Add New Application' and 'Add Returning Student'. A red arrow points to the 'Add New Application' button.

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DEPARTMENT OF PUBLIC INSTRUCTION

Milwaukee Parental Choice Program
New and Pending Applications

School Name
Noah's Ark Preparatory School
334 W Brown St
Milwaukee, WI 53212-2119

Administrator: Clara Wright, (414) 265-5364

School Year: 2008 - 2009

Add New Application **Add Returning Student**

MPCP
[Logout](#)
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Applications
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Pupil Count
[Sept 1 Enrollment](#)
[September Count](#)
[January Count](#)

APPLICATION WIZARD

Step 1: Student information

1. Enter the student information data from the top portion of the student application.
2. You may use the tab key to move from box to box.
3. You must first select a grade level from the drop down box. If the grade level that you serve is not listed, call DPI. Information must be entered for all boxes. Do not abbreviate or skip boxes. You will not be allowed to move forward to step 2 until Step 1 is completed.
4. Any date entered (date of birth, date application received, etc.) **MUST** be entered according to the format indicated on the screen – mm/dd/yyyy.
5. When you have completed all boxes you may click **NEXT** to save your data and continue.

EDIT CHECKS

1. If data was entered incorrectly or if data is incomplete you will get an error message. Error messages will appear either next to the error or at the bottom of the screen. Errors must be corrected before you will be allowed to continue to Step 2 of the wizard. Any box with an asterisk and red note next to it must be corrected before you may move on.
2. To correct an error, use the mouse to access the appropriate box. Delete the incorrect data and enter the correct data.
3. Click **NEXT** to save and continue.

Milwaukee Parental Choice Program

Student Application: Step 1 of 3

School Applying to: **Noah's Ark Preparatory School**
School Year: 2008 - 2009

Student Information

Grade Level:

Student's Last Name:

Student's First Name:

Student's Middle Initial:

Date of Birth (mm/dd/yyyy):

Telephone: () -

Home Address:

City:

Zip: -

Parent/Guardian Information

Parent/Guardian Last Name:

Parent/Guardian First Name:

Parent/Guardian M.I.:

Click Next Button to save and continue -->

You should now see Step 2 of the wizard. Please confirm the name of the student at the top of the page before continuing.

APPLICATION WIZARD

Step 2: Eligibility

Question 1

1. The first check box relates to question 1 on the MPCP student application. If the parent answered “Yes” to question 1, click YES.
2. A drop down list of MPCP schools will appear.
3. Please select the school attended in the previous year. If you cannot find the school listed, it was not a MPCP school in the prior year and the answer to question 1 should be “No”. See page 7 for more information.

Milwaukee Parental Choice Program

Student Application: Step 2 of 3

School Name

Noah's Ark Preparatory School
334 W Brown St
Milwaukee, WI 53212-2119

Administrator: Clara Wright, (414) 265-5364

Student Name: Jones, John

Continuing Student

☒ Yes ☐ No 1. Did your child participate in the MPCP during the previous school year?

School Attended:

☐ Yes ☒ No 2. Does your child have a [sibling](#) that participated in the MPCP during the previous school year?

Household Size and Income

Enter Household Size:

☒ Yes ☐ No 3. Is your yearly income at or below **\$39,134.00**?

Click Next Button to save and continue -->

Previous

Next

APPLICATION WIZARD

Question 2

1. The second check box relates to question 2 on the MPCP student application. If the parent answered “Yes” to question 2, click YES.
2. A list of schools and a place to enter sibling information will appear.
3. Enter the sibling’s name, date of birth, and select the school attended in the prior year.

Question 3

1. Select the household size from the drop down list.
2. A question will appear asking if the applicant’s household income is at or below the amount indicated.
3. Select “Yes” or “No” based on the documentation filed with the application.
4. Click NEXT to save and continue to Step 3.

Milwaukee Parental Choice Program

Student Application: Step 2 of 3

School Name

Noah's Ark Preparatory School
334 W Brown St
Milwaukee, WI 53212-2119

Administrator: Clara Wright, (414) 265-5364

Student Name: Jones, John

Continuing Student

☒ Yes ☐ No 1. Did your child participate in the MPCP during the previous school year?

School Attended:

☒ Yes ☐ No 2. Does your child have a [sibling](#) that participated in the MPCP during the previous school year?

Last Name:

First Name:

Middle Initial:

Date of Birth: (mm/dd/yyyy)

School Attended:

Household Size and Income

Enter Household Size:

☐ Yes ☒ No 3. Is your yearly income at or below **\$39,134.00**?

Click Next Button to save and continue -->

EDIT CHECKS

1. The OAS will do a quick check of prior year records to confirm if a student attended a MPCP school in the prior year or if they had a sibling in a MPCP school in the prior year. You will get an error message if a match is not made. You may want to check the spelling of the student's name and the date of birth.
2. If you determine that the student did not attend or did not have a sibling attend a MPCP school in the prior year you must correct the application and answer NO to question 1 and/or 2.
3. The answer to the household size and income question must be "Yes". If a family does not meet this requirement they are not eligible for the program and cannot participate. Do not go on to Step 3 or add any additional information into the system. The application should be denied.
4. Once corrections are made click **NEXT** to save and continue.

Milwaukee Parental Choice Program

Student Application: Step 2 of 3

School Name

Noah's Ark Preparatory School
334 W Brown St
Milwaukee, WI 53212-2119

Administrator: Clara Wright, (414) 265-5364

Student Name: Jones, John

Continuing Student

☐ Yes ☒ No 1. Did your child participate in the MPCP during the previous school year?

☐ Yes ☒ No 2. Does your child have a [sibling](#) that participated in the MPCP during the previous school year?

Household Size and Income

Enter Household Size:

☐ Yes ☒ No 3. Is your yearly income at or below **\$31,130.00**?

*** The student's income level is above the maximum eligible level of \$31,130.00**

Click Next Button to save and continue -->

Previous

Next

You should now see Step 3 of the wizard. Please confirm the name of the student at the top of the page before continuing.

APPLICATION WIZARD

Step 3: Verification Page

1. You must enter the date the application was received. This date corresponds to the box at the bottom of the MPCP student application. This date must fall within one of the open application periods selected by the school.
2. The administrator then acknowledges that they have:
 - a. Verified student residency;
 - b. Verified income eligibility;
 - c. A signed application on file; and
 - d. Determined the student is eligible
3. NOTE: The four verifications do not need to be entered at the same time. A school may receive an application on the 2nd of February but not receive income verification until the 15th. You may click **NEW/PENDING APPS** to return to the main page to begin a new application. The incomplete application will be listed as “holding.”
4. When all four boxes, or the applicable boxes, are checked click FINISH to save and complete the student application.

EDIT CHECKS

1. The date application received must fall within one of the school’s selected windows. If you enter 6/25/2007, for example, you will get an error message because the date falls outside of the June 1-20 application period. The applicant must reapply during the school’s next open application period.
2. All four boxes must be checked before the application will be considered “complete”. If all four boxes are not checked the application will be listed as “holding”.
3. Make corrections and click **FINISH** to save and complete the student application.

Milwaukee Parental Choice Program

Application: Step 3 of 3

School Name: **Noah's Ark Preparatory School**
School Year: 2008 - 2009

Student Information

Grade Level:	2nd Grade		
Student Full Name	John Jones	Date of Birth:	01/25/2000
and Home Address:	123 First Milwaukee, WI 53202	Phone:	(999) 999-9999
Parent/Guardian Name:	parent parent		
School Attended Last Year:			

Verification

Date Application Received: (mm/dd/yyyy)

☒ Check if you have verified that the student is a resident of Milwaukee

☒ Check if you have verified that the student income is below maximum household level

☒ Check if you have verified that the parent/guardian's signature is on file

☒ Check if you have verified that the student is eligible for MPCP based upon the information provided. I attest that documents verifying income and residency are on file at the school.

Click the Finish Button to save and complete the student application -->

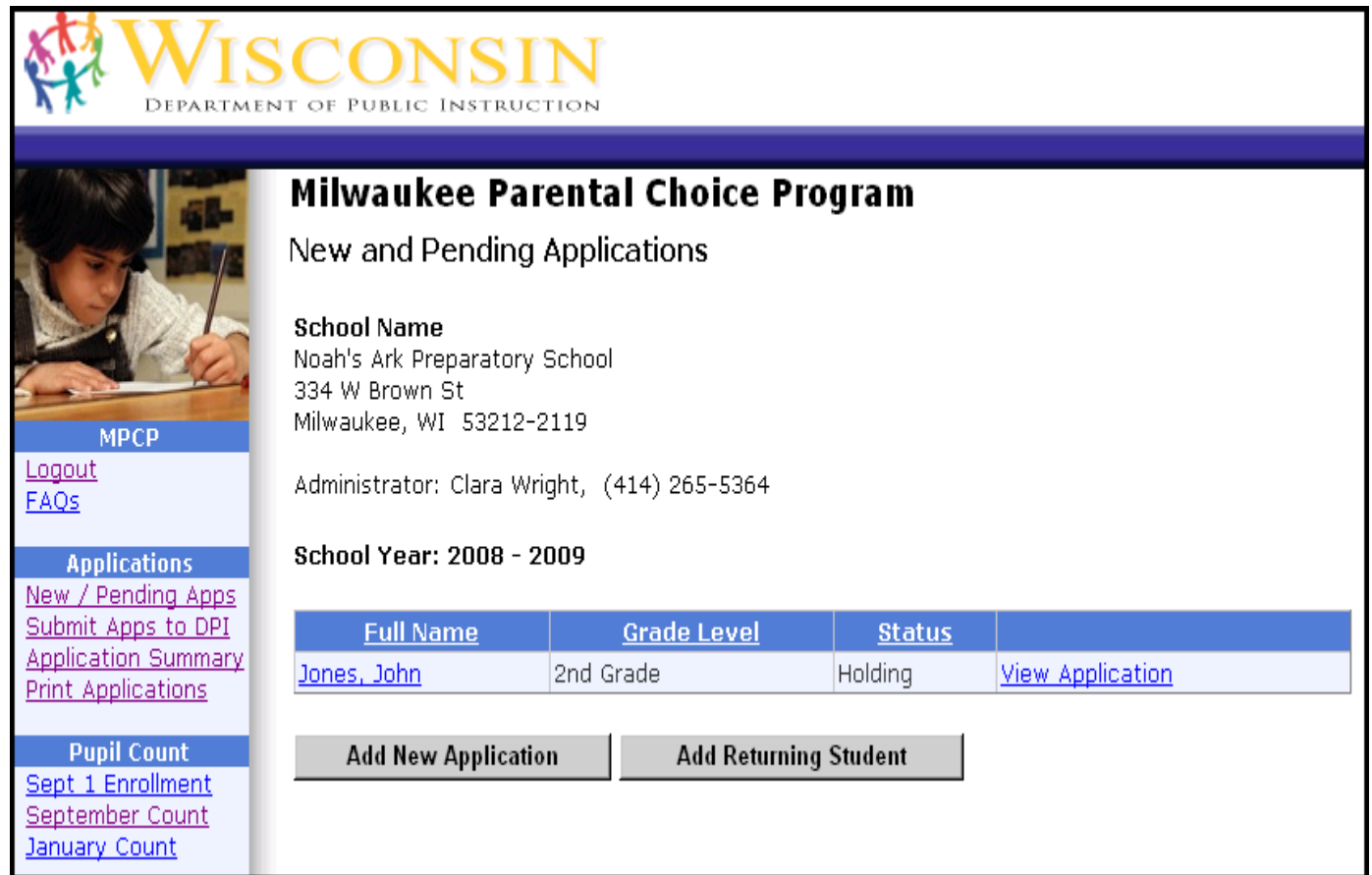
OTHER FEATURES

Application “Holding Tank”

The application “Holding Tank” is a listing of applications that you are working on. **These applications have not been submitted to DPI.** These applications may be in varying degrees of being completed.

If an application is incomplete, missing income documentation, for example, it is listed as “Holding” in the “Status” column. If an application has been successfully completed it will be listed as “Complete” in the “Status” column. You may enter the application wizard and view any of these applications by clicking on the student’s name.

This list of applications can also be sorted by the column headings. If you would like to sort the applications by grade, for example, click **GRADE LEVEL** at the top of the heading to sort the list of applications.



The screenshot shows the Wisconsin Department of Public Instruction's Milwaukee Parental Choice Program (MPCP) application interface. The header features the Wisconsin Department of Public Instruction logo and the title "Milwaukee Parental Choice Program". Below the header, there is a section for "New and Pending Applications". On the left side, there is a sidebar with navigation links: "MPCP", "Logout", "FAQs", "Applications", "New / Pending Apps", "Submit Apps to DPI", "Application Summary", "Print Applications", "Pupil Count", "Sept 1 Enrollment", "September Count", and "January Count". The main content area displays the school name "Noah's Ark Preparatory School" with its address "334 W Brown St, Milwaukee, WI 53212-2119" and the administrator's name and phone number "Clara Wright, (414) 265-5364". Below this, the school year is listed as "2008 - 2009". A table shows the application status for "Jones, John", who is in "2nd Grade" and has a "Holding" status. A "View Application" link is provided for this entry. At the bottom, there are two buttons: "Add New Application" and "Add Returning Student".

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Milwaukee Parental Choice Program

New and Pending Applications

School Name
Noah's Ark Preparatory School
334 W Brown St
Milwaukee, WI 53212-2119

Administrator: Clara Wright, (414) 265-5364

School Year: 2008 - 2009

Full Name	Grade Level	Status	
Jones, John	2nd Grade	Holding	View Application

Add New Application **Add Returning Student**

Editing or updating existing applications

1. Begin with the list of pending applications.
2. Find the application from the list and click on the student’s name.
3. Follow through the wizard steps to complete the necessary information.
4. Click **FINISH** to save and complete the student application.

RETURNING STUDENTS

Students must provide a new application for the MPCP each year to continue to participate. To help schools manage the load of data entry, schools may recall data for returning students. The data may then be updated according to the new application for the new school year and submitted to the department.

To add a returning student, select ADD RETURNING STUDENT. A list of applications received in the prior year will appear. From this list select students for whom you have received a new student application and click SAVE. You will get a message confirming that applications have been successfully carried forward. When you return to the NEW/PENDING APPS page these applications will be listed as HOLDING.

You will then need to open each application and complete it for the current year, making sure that **ALL** information on the new application is reflected in the online version. Any inconsistencies between copies of the application could impact student eligibility for the program.



Milwaukee Parental Choice Program
New and Pending Applications

School Name
Clara Mohammed School
317 W Wright St
Milwaukee, WI 53212-2729

Administrator: Basimah Abdullah, (414) 263-6772

School Year: 2008 - 2009

Applications
[New / Pending Apps](#)
[Submit Apps to DPI](#)
[Application Summary](#)
[Print Applications](#)

[Logout](#)
[FAQs](#)

[Add New Application](#) [Add Returning Student](#)

Milwaukee Parental Choice Program
Add Returning Students

School Name
Clara Mohammed School
317 W Wright St
Milwaukee, WI 53212-2729

Administrator: Basimah Abdullah, (414) 263-6772

School Year: 2008-2009

Listed below are all applications from last year that have not been carried forward into this year. Place a checkmark by the students you want to carry-forward then click the Save button at the bottom.

Grade Last Year:



100 applications retrieved [Check All](#)

App ID	Student	Date of Birth	Grade Last Year	Returning
52783	Mah, cici	02/10/1992	10	<input type="checkbox"/>
52782	Mah, saci	03/29/1994	08	<input type="checkbox"/>
57935	aBra, raal A	02/16/1998	04	<input type="checkbox"/>
57538	aBro, kaal	05/30/1993	07	<input type="checkbox"/>

SUBMIT TO DPI

Submitting Applications

1. To submit applications to DPI click ***SUBMIT APPS TO DPI*** from the menu on the left of your screen.
2. You will see a list of completed applications and a series of boxes.
3. Once the application period has ended AND a random selection, if necessary, has been conducted, you may check the box under “Submit to DPI” next to the appropriate student. You may click the ***SELECT ALL*** button or ***CLEAR ALL*** buttons to help you.
4. Once you click ***SAVE*** you will receive a message at the bottom of the page letting you know that the application has been successfully submitted.
5. You may click ***VIEW CONFIRMATION*** or ***EXPORT TO EXCEL*** to print a confirmation or export confirmation to an Excel file. We suggest you keep a record of all applications submitted to DPI.



Milwaukee Parental Choice Program

Submit Applications to DPI

School Name
Atlas Preparatory Academy
2911 S 32nd St
Milwaukee, WI 53215

Administrator: Michelle Lukacs, (414) 385-0771

School Year: 2007 - 2008

Grade	Student	Submit to DPI
09	Allen, Barb	<input type="checkbox"/>
09	Smith, Tyler R	<input type="checkbox"/>
10	Jones, John	<input type="checkbox"/>
10	Thomas, Bob C.	<input type="checkbox"/>
11	Olson, Lisa	<input type="checkbox"/>
11	Hill, Peg M	<input type="checkbox"/>

Clear AllSelect AllSave

[Export to Excel](#)
[View Confirmation](#)

MPCP
[Logout](#)
[FAQs](#)

Applications
[New / Pending Apps](#)
[Submit Apps to DPI](#)
[Application Summary](#)
[Print Applications](#)

Pupil Count
[Pupil Count](#)
[Pupil Count Totals](#)
[Class List](#)

To receive a payment for a student the school must have an eligible application on file and the student must meet the count date requirements and be listed on the school's pupil count report and class list.

APPLICATION STATUS

Application Summary Report

This report can be used to track the status of an application. You may sort by the column headings and then click on a student name to complete the application.

Milwaukee Parental Choice Program

Application Summary

School Name:

School Year:

Student	Accepted Date	Address Verified	Income Verified	Signature Verified	Status
Allen, Barb	03-20-2007	X	X	X	Completed
Hill, Peg M	07-01-2007	X	X	X	Completed
Jones, John	02-10-2007	X	X	X	Completed
Olson, Lisa	06-20-2007	X	X	X	Completed
Smith, Tyler R	08-12-2007	X	X	X	Completed
Thomas, Bob C.	04-10-2007	X	X	X	Completed

☒ Standard Report (PDF)

☐ Excel Report (XLS)

Run Report



Note: For Standard reports, you must have an Adobe Reader installed on your computer. To get the Reader, click the link below to download one now.

[Download Adobe Reader](#)

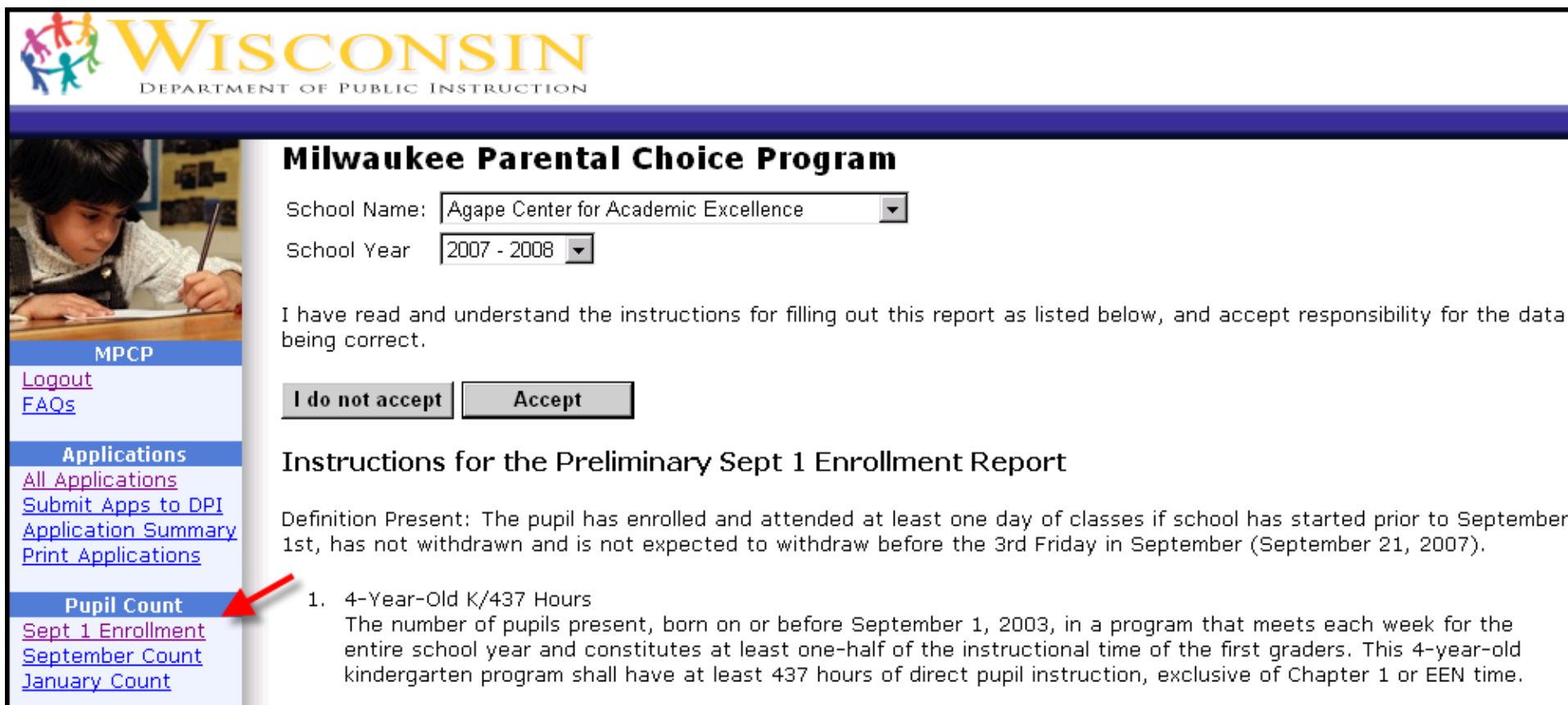


Note: For Excel reports, you must have Excel or an Excel Viewer installed on your computer. To get the Viewer, click the link below to download one now.

[Download Excel Viewer](#)

PUPIL COUNT REPORTS

To access the pupil count reports, select the appropriate report from the menu on the left. You must read through the instructions for completing the report and accept responsibility for the data before starting the report.



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Milwaukee Parental Choice Program

School Name:

School Year:

I have read and understand the instructions for filling out this report as listed below, and accept responsibility for the data being correct.

Instructions for the Preliminary Sept 1 Enrollment Report

Definition Present: The pupil has enrolled and attended at least one day of classes if school has started prior to September 1st, has not withdrawn and is not expected to withdraw before the 3rd Friday in September (September 21, 2007).

1. 4-Year-Old K/437 Hours
The number of pupils present, born on or before September 1, 2003, in a program that meets each week for the entire school year and constitutes at least one-half of the instructional time of the first graders. This 4-year-old kindergarten program shall have at least 437 hours of direct pupil instruction, exclusive of Chapter 1 or EEN time.

Once you click “Accept” you should see a list of students with completed applications that have been submitted to DPI. You will need to submit all of the applications that you want to include before completing the report. If an application has not been submitted, it will not appear in the report wizard and will not be eligible for MPCP payments

PUPIL COUNT REPORTS - Class List

Using attendance data collected at your school, select the students that meet the count requirements. In the case of the 3rd Friday in September report, select those students present on the count date. Click NEXT to continue.

Milwaukee Parental Choice Program
3rd Friday in September
School Name: Agape Center for Academic Excellence
School Year: 2007 - 2008
Grade: All Grades

7 students retrieved
Check All
Uncheck All
Back
Next

Grade	Student	Date of Birth	Present on Count Date
K4	eSur, ahet	09/17/2002	<input checked="" type="checkbox"/>
01	aSah, nyat	10/23/2000	<input type="checkbox"/>
05	nMro, mana D	06/22/1996	<input type="checkbox"/>
06	aSee, maat	11/04/1995	<input type="checkbox"/>
06	bWta, rhno E	05/26/1996	<input type="checkbox"/>
06	hJah, raat L	03/06/1996	<input type="checkbox"/>
06	lTnn, irat D	11/11/1995	<input type="checkbox"/>

The next screen allows you to select students who were not present on the count date but were present a day before AND a day after the count date, and were NOT enrolled at another school. Both the “Before” and “After” boxes must be checked for a student to be included in your count. **If a student has had an extended absence you must check to ensure that they were not enrolled in another school on the count date.**

Milwaukee Parental Choice Program
3rd Friday in September - Present Before and/or After
School Name: Agape Center for Academic Excellence
School Year: 2007 - 2008

You have indicated that these students were not present on the actual count date.

If a student was **present before** the count date, please indicate that below.

If the student was **present after**, please indicate that as well, but do not check the box that the student was present a day after the count date if the student was enrolled in another school during his or her absence from your school.

6 students retrieved
Back
Next

Grade	Student	Date of Birth	Present Before		Present After	
			Check All	Uncheck All	Check All	Uncheck All
01	aSah, nyat	10/23/2000	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
05	nMro, mana D	06/22/1996	<input type="checkbox"/>		<input type="checkbox"/>	
06	aSee, maat	11/04/1995	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
06	bWta, rhno E	05/26/1996	<input type="checkbox"/>		<input type="checkbox"/>	
06	hJah, raat L	03/06/1996	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
06	lTnn, irat D	11/11/1995	<input type="checkbox"/>		<input type="checkbox"/>	

PUPIL COUNT REPORTS – Class List

For K4 and K5 programs you will need to identify the type of program that the students attend.

For K4 students either attend a half-time program (437 hours) or a program with outreach (437+87.5 hours outreach).

K5 students either attend a half-time program, 3 full days a week, 4 full days a week, or 5 full days a week.

Your selection will determine the students' FTE for MPCP payments.

Milwaukee Parental Choice Program
3rd Friday in September – 4 Year-Old Kindergarten
 School Name: Agape Center for Academic Excellence
 School Year: 2007 – 2008

Please indicate the type of **4 year-old** kindergarten program these students attended:

1 students retrieved
Back
Next

Student	Date of Birth	Grade	437 Hours Check All	437 Hours + 87.5 Hours Outreach Check All
eSur, ahet	09/17/2002	K4	<input checked="" type="radio"/>	<input type="radio"/>

Milwaukee Parental Choice Program
3rd Friday in September – 5 Year-Old Kindergarten
 School Name: Atlas Preparatory Academy
 School Year: 2007 – 2008

Please indicate the type of **5 year-old** kindergarten program these students attended:

4 students retrieved
Back
Next

Student	Date of Birth	Grade	437 Half-Time Check All	3 Full Days Check All	4 Full Days Check All	5 Full Days Check All
lBsa, lyli J	04/09/2001	KG	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
nSra, eona O	06/20/2002	KG	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
nYci, tnna H	12/27/2001	KG	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
oXia, veoi	08/23/2002	KG	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Click NEXT to continue.

You will see a summary of the selections that you have made. You will also see a list of students that are not being counted in the report. You should confirm this list with your attendance records.

Click NEXT to move on to the membership report.

PUPIL COUNT REPORTS – Membership Report

The membership report will list the number of MPCP students that you have selected. On this screen you will need to enter the total number of students – choice and non-choice – meeting the count requirements in each grade range. The number in the “All Students” column cannot be lower than the “Choice” column.

Click NEXT to continue.

When the report is complete you have the option to submit the information or to submit the information later. Once the report is submitted you will not be able to make changes without approval from DPI. **All application errors and grade changes should be made before the report is submitted.** Failure to make timely corrections could result in a delay of payments.

Milwaukee Parental Choice Program

3rd Friday in September – All Students

School Name: Atlas Preparatory Academy

School Year: 2007 – 2008

Please enter the total enrollment at your school in each category, regardless of their Choice status. This number must be greater than or equal to the number of students participating in the Choice program.

		Back	Next
	3rd Friday in September	All Students Including Choice	Choice Students
1	4-Year Old K / 437	<input type="text"/>	3
2	4-Year Old K / 437 + 87.5 Hour Outreach	<input type="text"/>	0
3	5-Year Old K / 437 Hours / Half-time program	<input type="text"/>	4
4	5-Year Old K / 3 Full days per week	<input type="text"/>	0
5	5-Year Old K / 4 Full days per week	<input type="text"/>	0
6	5-Year Old K / 5 Full days per week	<input type="text"/>	0
7	Grades 1-12	<input type="text"/>	0
Totals:			7

Milwaukee Parental Choice Program

3rd Friday in September - Submit to DPI

School Name: Atlas Preparatory Academy

School Year: 2007 – 2008

Your data is ready to submit to DPI!

Once you submit the data, it will become "locked" and changes to it will not be possible, although you will still be able to see it. If you have changes that you still need to make to your data, click on the "Will Submit Later" button below, and return at a later date to officially submit the data.

After the data is locked, you can contact DPI to discuss "unlocking" the data if you have additional changes.

- Lisa Geraghty at (608) 266-0523, Elisabeth.Geraghty@dpi.state.wi.us
- Tricia Collins (608) 266-2853, Tricia.Collins@dpi.state.wi.us

Back Will Submit Later Submit

When you click submit, the following page will appear. Click, print and sign both the certification page and class list page.

The school must keep a signed copy of the class list and membership report on file as well as the certification page. Auditors will review these documents.

Milwaukee Parental Choice Program Preliminary Sept 1 Enrollment - Confirmation

School Name: Atlas Preparatory Academy
School Year: 2008 - 2009

This data was submitted on 8/30/2008 7:16:41 PM by LukacM
It is now locked and cannot be changed unless you [contact DPI](#).

Please print and sign the Certification Page and Class List found at the links below, and keep on file at your office for your auditors.

[Certification Page PDF](#)
[Class List PDF](#)

Review Data

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Each MPCP school must annually meet **at least one** of the following standards:

119.23 (7)(a) and (b), Wis. Stats., requires the following:

(7) (a) Each private school participating in the program under this section shall meet at least one of the following standards:

1. At least 70% of the pupils in the program advance one grade level each year.
2. The private school's average attendance rate for the pupils in the program is at least 90%.
3. At least 80% of the pupils in the program demonstrate significant academic progress.
4. At least 70% of the families of pupils in the program meet parent involvement criteria established by the private school.

(b) The state superintendent shall monitor the performance of the pupils attending private schools under this section. If the state superintendent determines in any school year that the private school is not meeting at least one of the standards under par. (a), that private school may not participate in the program under this section in the following school year.

Before you begin:

- Know which standard you will choose.
- Have your objectives, standards, test information ready to copy into the on-line system if you are choosing a standard other than attendance.
- Remember to save data you must click "Next."
- Only the MPCP administrator can submit the report. The MPCP administrator must have completed the OAS training and have his or her own password.
- A designee with an on-line application system password can work on this report, but cannot submit the report. Only the MPCP administrator can submit the report.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Getting Started

1. Log in
2. On navigation bar find the “Continuing Elig” section
3. The section includes a link to the “Choose Standards” report due on October 15 and the “Report How Met” report due on June 30 continuing eligibility reports.
4. Click “Choose Standards” to start the October 15 report.

Milwaukee Parental Choice Program
All Applications by School and Year

School Year: 2010 - 2011
School Name: Select School

No applications found

Instructions:

Read through the instructions and click “accept.”

Milwaukee Parental Choice Program

School Year: 2010 - 2011
School Name: Select School

I have read and understand the instructions for filling out this report as listed below, and accept responsibility for the being correct. Clicking the Accept button will start the reporting process.

I do not accept Accept

Instructions for the Continuing Eligibility Report for October 15th

Each MPCP school must meet **at least one** of the following standards:

1. At least 70% of the pupils in the MPCP advance one grade level each year.
2. The private school's average attendance rate for the pupils in the MPCP is at least 90%.
3. At least 80% of the pupils in the MPCP demonstrate significant academic progress.
4. At least 70% of the families of the pupils in the MPCP meet parent involvement criteria established by the private school.

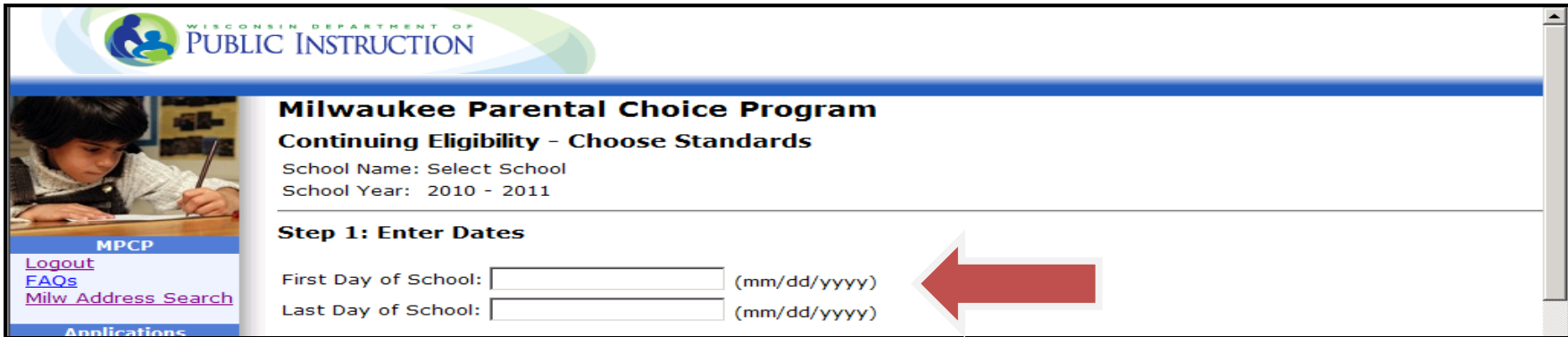
A private school participating in the MPCP shall submit the continuing eligibility report by **October 15th** each school year indicating which of the four standards the school will meet in that current year.

Except for the attendance standard, a school must submit the criteria it will use for the chosen standard. The criteria must meet the requirements of Wisconsin Administrative Rule PI 35.03(5), explained on the following pages.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Step 1: Enter School Term Dates

- Follow Date Format (mm/dd/yyyy)
- Double-check the dates entered. Dates must match dates submitted on Hours of Instruction Report
- Error messages will appear if dates are invalid.



WISCONSIN DEPARTMENT OF
PUBLIC INSTRUCTION

Milwaukee Parental Choice Program
Continuing Eligibility - Choose Standards

School Name: Select School
School Year: 2010 - 2011

Step 1: Enter Dates

First Day of School: (mm/dd/yyyy)
Last Day of School: (mm/dd/yyyy)

Logout
FAQs
Milw Address Search
Applications

Step 2: Choose Standard(s)

Each MPCP school must meet **at least one** of the following standards:

- 1) At least **70%** of the pupils in the MPCP **advance one grade level** each year.
- 2) The private school's average **attendance rate** for the pupils in the MPCP is at least **90%**.
- 3) At least **80%** of the pupils in the MPCP demonstrate **significant academic progress**.
- 4) At least **70%** of the **families** of the pupils in the MPCP meet **parent involvement** criteria established by the private school.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

1. Standard 1: 70% of MPCP Advance One Grade

A. Schools with grades 9-12 must check the box in front of 1., if choosing this standard.

- ☐ 1. **Grade Advancement:** At least **70 percent** of the pupils in the program advance one grade. (Wisconsin Admin. Code PI 35.03(5)(b) 1.a. and b.)

Grades 9 through 12: "advance one grade level" means a successful completion of at least **4 credits** or the equivalent as approved by the state superintendent during each school year.

A student in grades 9-12 must successfully complete at least 4 credits or the equivalent as approved by DPI, to meet the advance criteria.

B. Schools with grades K-8 must check the box in front of either a or b.

Kindergarten through 8th grade: each participating private school shall ensure that each pupil in the program who is advanced one grade level has met one of the following two criteria:

- ☐ a. **Achieve Instructional Objectives:** Achievement of **70 percent** of the instructional objectives specific to each grade level in reading, mathematics and language arts which are introduced during each semester of the current school year. Under this standard, a private school shall do all of the following:
- establish written objectives and performance standards for reading, mathematics and language arts for each grade in which pupils are enrolled in the private school choice program,
 - document written criteria and methodology for evaluating pupil performance for each objective,
 - document each pupil's performance using the evaluation method specified in a written record, and
 - maintain these records for three years.
- ☐ b. **Achieve Grade Increases:** Achievement of at least **.08 grade equivalent increase** for each month between the spring or fall and spring administration of the *standardized achievement test*. Under this standard, the school must:
- report the tests to be administered,
 - report the dates on which they will be administered, and
 - maintain each student's answer sheets and score information for three years.

Grade equivalent means the scaled score determined by a test publisher which corresponds to a pupil's raw score on a standardized achievement test.

Standardized achievement test means a published, nationally normed test which provides a valid and reliable measure of a pupil's present achievement level in comparison with age or grade level cohorts.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Standard 1 Continued: 70% of MPCP Advance One Grade

If you select 1a – Achieve Instructional Objectives

Type or copy and paste your school's instructional objectives and performance standards for each grade in reading, math and language arts in the box.

You have chosen the following standard for pupils in the MPCP program in grades K-8:

1a. Achieve Instructional Objectives: Achievement of **70 percent** of the instructional objectives specific to each grade level in reading, mathematics and language arts which are introduced during each semester of the current school year. Under this standard, a private school shall do all of the following:

- establish written objectives and performance standards for reading, mathematics and language arts for each grade in which pupils are enrolled in the private school choice program,
- document written criteria and methodology for evaluating pupil performance for each objective,
- document each pupil's performance using the evaluation method specified in a written record, and
- maintain these records for three years.

Enter the instructional objectives and performance standards for each grade level in reading, mathematics and language arts:

Type or copy and paste objectives and standards in this box.

Click NEXT to continue and save the text.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Standard 1 Continued: 70% of MPCP Advance One Grade

If you select 1b – Achieve Grade Increases on Standardize Tests

- Type the name of a minimum of two nationally normed standardized tests.
- Type dates of tests: Must be either in the spring of the prior year and fall of the current year or the fall and spring of the current year.

You have chosen the following standard for pupils in the MPCP program in grades K-8:

1b. Achieve Grade Increases: Achievement of at least **.08 grade equivalent increase** for each month between the spring or fall and spring administration of the *standardized achievement test*. Under this standard, the school must:

- report the tests to be administered,
- report the dates on which they will be administered, and
- maintain each student's answer sheets and score information for three years.

Grade equivalent means the scaled score determined by a test publisher which corresponds to a pupil's raw score on a standardized achievement test.

Standardized achievement test means a published, nationally normed test which provides a valid and reliable measure of a pupil's present achievement level in comparison with age or grade level cohorts.

List below the names of the tests to be administered and the dates of administration. A minimum of 2 tests is required.

	Test Name	Test Administration Date
1.		
2.		
3.		
4.		
5.		

[Back](#) [Next](#)

Click “Next” to save data.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

2. Standard 2: 90% MPCP Attendance Rate

Click 2, if your school is choosing to meet the 90% attendance rate for MPCP pupils.



2. Average Attendance Rate: The school's average attendance rate for pupils in the choice program is at least **90 percent** (Wisconsin Administrative Code PI 35.03(5)(b)2.). Pupil attendance rate means the rate obtained by dividing the aggregate number of full-time equivalent days of actual pupils' attendance by the aggregate number of full-time equivalent days on which school was held. Schools choosing the attendance rate standard shall report the required attendance information by individual MPCP pupil.

Click “Next “to save.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

3. Standard 3: Significant Academic Progress

Click 3, if your school is choosing 80% of MPCP pupils demonstrate significant progress.

☒ 3. **Significant Academic Progress:** At least **80 percent** of the pupils in the choice program demonstrate significant academic progress (Wisconsin Administrative Code PI 35.03(5)(b)3.). Significant academic progress means both of the following:

- (a) the pupil demonstrates improvement in reading and mathematics in comparison to his or her performance level in the previous school year, and
- (b) the pupil demonstrates satisfactory performance on at least 50 percent of any new instructional concepts in reading and mathematics introduced during each of the current school year semesters, and the level of attainment is documented in a written record of performance at beginning, mid-point and ending of each semester.

Click “Next” to save.

Type or copy and paste your school’s instructional concepts in reading and math.

You have chosen the following standard:

3. Significant Academic Progress: At least **80 percent** of the pupils in the choice program demonstrate significant academic progress (Wisconsin Administrative Code PI 35.03(5)(b)3.). Significant academic progress means both of the following:

- (a) the pupil demonstrates improvement in reading and mathematics in comparison to his or her performance level in the previous school year, and
- (b) the pupil demonstrates satisfactory performance on at least 50 percent of any new instructional concepts in reading and mathematics introduced during each of the current school year semesters, and the level of attainment is documented in a written record of performance at beginning, mid-point and ending of each semester.

Enter the instructional concepts in reading and mathematics:

Type or copy and paste reading and math instructional concepts in this box.

Click “Next” to save text.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

4. Standard 4: Parental Involvement

Click 4, if your school is choosing at least **70%** of the **families** of the pupils in the MPCP meet **parent involvement** criteria established by the private school.

☒ 4. **Parental Involvement:** At least **70 percent** of the families of pupils in the program meet parental involvement criteria established by the school (Wisconsin Administrative Code PI 35.03(5)(b)4.).

BackNext

Click “Next” to save.

Type or copy and paste your school’s parental involvement criteria.

You have chosen the following standard:

4. **Parental Involvement:** At least **70 percent** of the families of pupils in the program meet parental involvement criteria established by the school (Wisconsin Administrative Code PI 35.03(5)(b)4.).

Enter the parental involvement criteria:

Type or copy and paste your school’s parental involvement criteria in this box.

Click “Next” to save text.

CONTINUING ELIGIBILITY REPORT – OCTOBER 15 REPORT

Submitting the Report – Due October 15

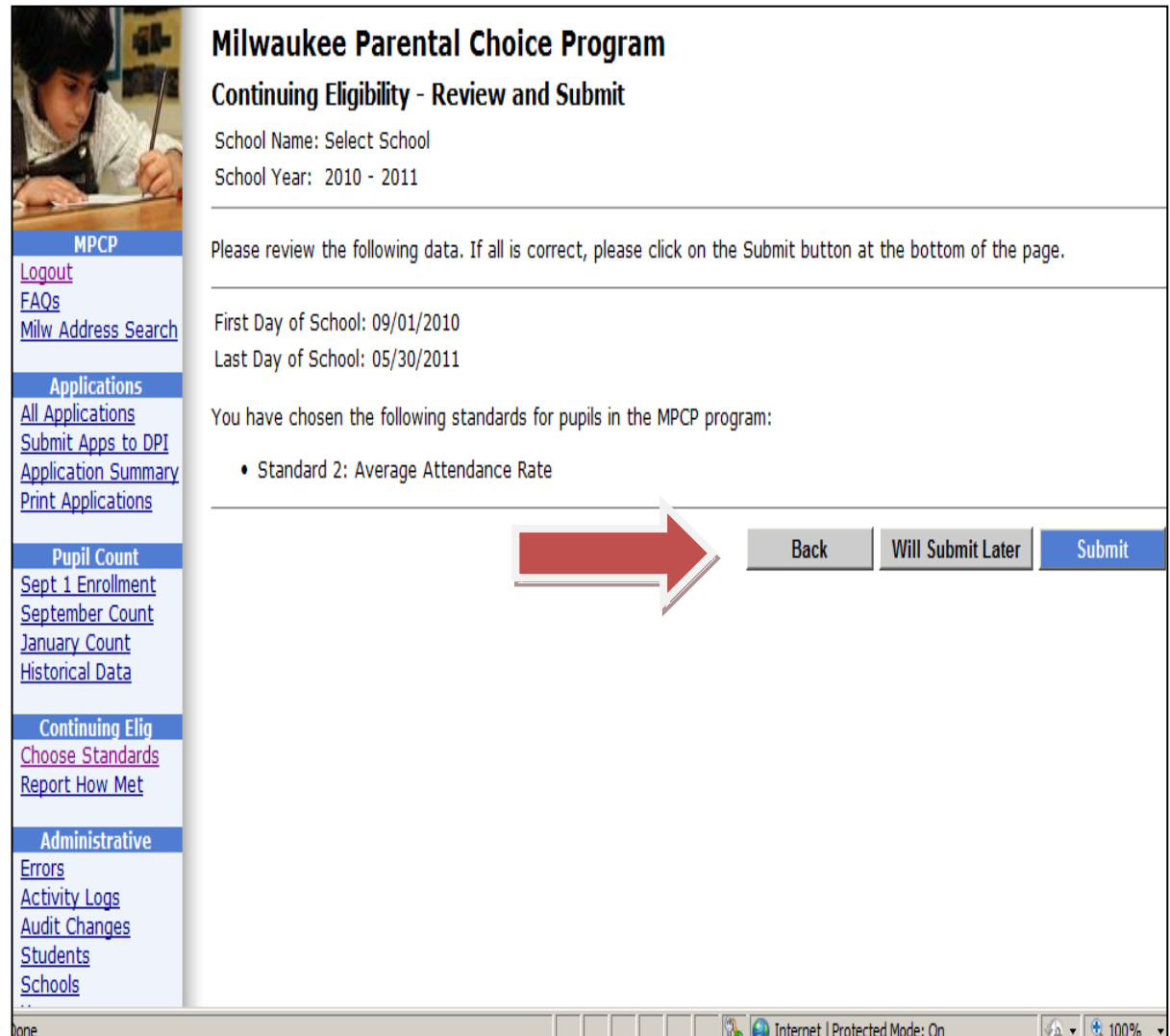
Options:

Back: Go to a previous screen and make changes if needed.

Will Submit Later: Save report but do not submit. Allows for future editing.

Submit: Submit the report to DPI. Once the report is submitted it is locked and cannot be edited by the school.

MPCP administrator must submit the report by October 15. Designees cannot submit this report.



Milwaukee Parental Choice Program

Continuing Eligibility - Review and Submit

School Name: Select School
School Year: 2010 - 2011

Please review the following data. If all is correct, please click on the Submit button at the bottom of the page.

First Day of School: 09/01/2010
Last Day of School: 05/30/2011

You have chosen the following standards for pupils in the MPCP program:

- Standard 2: Average Attendance Rate

Navigation Bar: Back Will Submit Later **Submit**

Sidebar Navigation:

- MPCP
 - [Logout](#)
 - [FAQs](#)
 - [Milw Address Search](#)
- Applications
 - [All Applications](#)
 - [Submit Apps to DPI](#)
 - [Application Summary](#)
 - [Print Applications](#)
- Pupil Count
 - [Sept 1 Enrollment](#)
 - [September Count](#)
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 - [Historical Data](#)
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 - [Choose Standards](#)
 - [Report How Met](#)
- Administrative
 - [Errors](#)
 - [Activity Logs](#)
 - [Audit Changes](#)
 - [Students](#)
 - [Schools](#)

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Getting Started

1. Log in
2. On the navigation bar find the “[Continuing Elig](#)” section
3. The section includes a link to the “Choose Standards” report due on October 15 and the “Report How Met” report due on June 30 continuing eligibility reports.
4. Click “Report How Met” to start the June 30 report.

Milwaukee Parental Choice Program
All Applications by School and Year

School Year: 2010 - 2011
School Name: Select School

No applications found

MPCP
[Logout](#)
[FAQs](#)
[Milw Address Search](#)

Applications
[All Applications](#)
[Submit Apps to DPI](#)
[Application Summary](#)
[Print Applications](#)

Pupil Count
[Sept 1 Enrollment](#)
[September Count](#)
[January Count](#)
[Historical Data](#)

Continuing Elig
[Choose Standards](#)
[Report How Met](#)

Instructions:

Read through the instructions and click “Accept.”

Continuing Eligibility - Report How Met - Windows Internet Explorer
http://asptest/MPCP/Pages/How_Met_Standards_Main.aspx

File Edit View Favorites Tools Help

Continuing Eligibility - Re... x

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

Milwaukee Parental Choice Program

School Year: 2010 - 2011
School Name: Select School

I have read and understand the instructions for filling out this report as listed below, and accept responsibility for the data being correct. Clicking the Accept button will start the reporting process.

Please note that only the Choice Administrator can accept this report which is due by **June 30, 2011**.

Instructions for the Continuing Eligibility / Report for June 30

Earlier in the school year, the Choice Administrator indicated the following standards would be met in order to continue to participate in 2011-2012:

By June 30, the school must submit evidence to the department that the standard chosen has been met for that school year. The evidence must include a listing of each pupil that received an MPCP payment during the school year and an indication of whether the student met the school's criteria.

If the State Superintendent determines that a private school has not met the standards it chose above for the school year, the private school may not participate in the MPCP in the following school year.

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

1. Standard 1: 70% of MPCP Pupils Advance One Grade

- The requirements related to Standard 1 are listed on the top of the page.
- The list will show all students for which the school received at least one MPCP payment. The list can be sorted by student name or grade.
- Click “Yes” if the student meets the school’s criteria for advancing one grade. Leave “No” checked if the student did not meet the standard.
- Click “Next” to save and continue completing the report.
- If a school has more than 150 students, page numbers will appear on the top and bottom of the list. The school must complete each page.
- The data will not be saved until the “Next” button has been clicked.

Milwaukee Parental Choice Program
Standard 1 – One Grade Level Advancement Rate of 70% or More
School Name: Alston's Preparatory Academy
School Year: 2010 - 2011

You have chosen the following standard:

1. At least 70 percent of the pupils in the program advance one grade.

More Specifically:

1a. Achieve Instructional Objectives: Achievement of **70 percent** of the instructional objectives specific to each grade level in reading, mathematics and language arts which are introduced during each semester of the current school year. Under this standard, a private school shall do all of the following:

- establish written objectives and performance standards for reading, mathematics and language arts for each grade in which pupils are enrolled in the private school choice program,
- document written criteria and methodology for evaluating pupil performance for each objective,
- document each pupil's performance using the evaluation method specified in a written record, and
- maintain these records for three years.

1b. Achieve Grade Increases: Achievement of at least **.08 grade equivalent increase** for each month between the spring or fall and spring administration of the *standardized achievement test*. Under this standard, the school must:

- report the tests to be administered,
- report the dates on which they will be administered, and
- maintain each student's answer sheets and score information for three years.

Grade equivalent means the scaled score determined by a test publisher which corresponds to a pupil's raw score on a standardized achievement test.

Standardized achievement test means a published, nationally normed test which provides a valid and reliable measure of a pupil's present achievement level in comparison with age or grade level cohorts.

81 students retrieved

Grade	Student	Date of Birth	Advanced Grade
K4		12/13/2005	<input type="radio"/> Yes <input checked="" type="radio"/> No
K4		08/21/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		01/13/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		08/09/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No

Back

Next

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

2. Standard 2: Attendance

- The requirements related to Standard 2 will be listed on top of page.
- The list will show all students for which the school received at least one MPCP payment. The list can be sorted by student name or grade.
- Enter the days enrolled and the days attended for each student. There is an option to pre-fill the number of days enrolled for all students. In order to use this, enter in the number of days enrolled for all students and select “Apply to All Students.” If an individual student had a different number of days, the “Days Enrolled” for each student can be individually adjusted for each student.
- If a school has more than 150 students, page numbers will appear on the top and bottom of the list. The school must complete each page.
- The data will not be saved until the “Next” button has been clicked.

Milwaukee Parental Choice Program
Standard 2 – Average Attendance Rate of 90% or More
School Name: Alston's Preparatory Academy
School Year: 2010 - 2011

You have chosen the following standard:

2. Average Attendance Rate: The school's average attendance rate for pupils in the choice program is at least **90 percent** (Wisconsin Administrative Code PI 35.03(5)(b)2.). Pupil attendance rate means the rate obtained by dividing the aggregate number of full-time equivalent days of actual pupils' attendance by the aggregate number of full-time equivalent days on which school was held. Schools choosing the attendance rate standard shall report the required attendance information by individual MPCP pupil.

Based on on your previously reported school year from 09/01/2010 to 06/10/2011, we have calculated that there were **203** weekdays possible (M-F).

Partial days are allowed up to one decimal (e.g. 111.2 days or 111.3 days is allowable, but not 111.25 days)

Optional: Enter "days enrolled" number to apply to all students:

81 students retrieved

Grade	Student	Date of Birth	Sept Count	Jan Count	Days Enrolled	Days Attended
K4		12/13/2005	Y	Y	203.0	2.0
K4		08/21/2006	Y	Y	181.0	180.0
K4		01/13/2006	Y	Y	181.0	2.0
K4		08/09/2006	Y	Y	181.0	2.0
K4		01/01/2006	Y	N	132.0	2.0
K4		12/09/2005	Y	Y	181.0	2.0
K4		05/10/2006	Y	Y	181.0	2.0
K4		03/03/2006	Y	Y	181.0	2.0
K4		05/17/2006	Y	Y	181.0	2.0
K4		10/08/2005	Y	Y	181.0	180.0
K4		08/20/2006	Y	Y	181.0	180.0

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

2. Standard 2: Attendance Continued

- Error messages will appear if there are errors with the data entered.
 - Based on the starting and ending dates for the school entered in the October 15 Report, the total possible days of school will be calculated.
 - Based on the count dates the student was counted, a maximum number of days of enrollment and attendance will be calculated.
- Example Error Messages

The number of days attended exceeds days enrolled.
Resolution: This error may occur if the days enrolled is incorrect and needs to be increased. If the days enrolled are correct, correct the number of days attended by decreasing them.

Sept Count	Jan Count	Days Enrolled	Days Attended	
Y	Y	203.0	400	Days attended must be 203.0 or less

The number of days attended is too high.
 Student was only counted on one count date.
Resolution: Correct the number of days enrolled.

Sept Count	Jan Count	Days Enrolled	Days Attended	
Y	Y	181	181	
Y	Y	181	180.0	
Y	Y	181.0	176	
Y	Y	181.0	181	
Y	N	132.0	135	Days attended must be 132.0 or less

The number of days attended is too low.
*Resolution: Correct the number of days attended.
 If the student did not attend any days, contact DPI.*

Sept Count	Jan Count	Days Enrolled	Days Attended	
Y	Y	203.0	0	Days attended must be greater than zero

The number of days enrolled exceeds the total possible school days based on the starting and ending school dates provided on the October 15 continuing eligibility report.
Resolution: Correct the number of days enrolled.

Sept Count	Jan Count	Days Enrolled	Days Attended	
Y	Y	181	181	
Y	Y	204	180.0	Days enrolled must be 203 or less
Y	Y	181.0	176	

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

3. Standard 3: Significant Academic Progress

- The requirements related to Standard 3 will be listed on top of page.
- The list will show all students for which the school received at least one MPCP payment. The list can be sorted by student name or grade.
- Click “Yes” if the student meets the school’s criteria for significant academic progress. Leave “No” checked if the student did not meet the standard.
- Click “Next” to save and continue completing the report.
- If a school has more than 150 students, page numbers will appear on the top and bottom of the list. The school must complete each page.
- The data will not be saved until the “Next” button has been clicked.

Milwaukee Parental Choice Program
Standard 3 – Significant Academic Progress of 80% or More
School Name: Alston's Preparatory Academy
School Year: 2010 - 2011

You have chosen the following standard:

3. **Significant Academic Progress:** At least **80 percent** of the pupils in the choice program demonstrate significant academic progress (Wisconsin Administrative Code PI 35.03(5)(b)3.). Significant academic progress means both of the following:

- (a) the pupil demonstrates improvement in reading and mathematics in comparison to his or her performance level in the previous school year, and
- (b) the pupil demonstrates satisfactory performance on at least 50 percent of any new instructional concepts in reading and mathematics introduced during each of the current school year semesters, and the level of attainment is documented in a written record of performance at beginning, mid-point and ending of each semester.

81 students retrieved

Grade	Student	Date of Birth	Demonstrated Significant Academic Progress
K4		12/13/2005	<input type="radio"/> Yes <input checked="" type="radio"/> No
K4		08/21/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		01/13/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		08/09/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		01/01/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		12/09/2005	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		05/10/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		03/03/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		05/17/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		10/08/2005	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		08/20/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		01/10/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		09/26/2005	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		02/08/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		06/30/2006	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		11/14/2005	<input checked="" type="radio"/> Yes <input type="radio"/> No
K4		10/15/2005	<input checked="" type="radio"/> Yes <input type="radio"/> No

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT


4. Standard 4: Parental Involvement

- The requirements related to Standard 4 will be listed on top of page.
- The list will show all students for which the school received at least one MPCP payment. The list can be sorted by student name, parent name, address or grade.
- Under this standard, a school must first combine the students into family units.
- The data will not be saved until the “Combine” button has been clicked.

Note: The families will show in the order that you combine them and the order cannot be changed once combined. So, the school should combine the families in the order that they would like to complete the report.

To identify families, check all the student names in the family and click “Combine.”

Unassigned to a Family Unit
 8 students still unassigned to a family unit



Combine	Parent	Address	Phone	Student	Grade	Date of Birth
<input checked="" type="checkbox"/>	Chand, Yung	3947 Teutonia		Chand, Michael	08	01/31/1998
<input checked="" type="checkbox"/>	Chand, Yung	3947 Teutonia		Chand, Victoria	03	04/05/2003
<input type="checkbox"/>	Fletcher, Gladys	9721 E 41st Lower		Kaiser, Eddie	01	01/07/2006
<input type="checkbox"/>	Johnson, Myra	3329 W Brown Deer Rd		Johnson, Todd	09	10/02/1997
<input type="checkbox"/>	Johnson, Quintella	4716 95th		Johnson, Quintessa	K4	09/03/2006
<input type="checkbox"/>	Marchand, Doug	4718 95th		Marchand, Brianna	10	07/21/1995

Family names are combined into family unit:

Family Units
 2 students in 1 family retrieved


Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	<input type="button" value="X"/>
		Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	<input type="button" value="X"/>

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Standard 4: Parental Involvement Continued

If a family unit only has one student, check that individual student name and click “Combine” and the student will be shown as its own family unit.

Unassigned to a Family Unit
 6 students still unassigned to a family unit



Combine	Parent	Address	Phone	Student	Grade	Date of Birth
<input checked="" type="checkbox"/>	Fletcher, Gladys	9721 E 41st Lower		Kaiser, Eddie	01	01/07/2006
<input type="checkbox"/>	Johnson, Myra	3329 W Brown Deer Rd		Johnson, Todd	09	10/02/1997
<input type="checkbox"/>	Johnson, Quintella	4716 95th		Johnson, Quintessa	K4	09/03/2006
<input type="checkbox"/>	Marchand, Doug	4718 95th		Marchand, Brianna	10	07/21/1995
<input type="checkbox"/>	Muhammad, Yamin	111 Washington Terr		Muhammad, Hassan	06	04/06/2000
<input type="checkbox"/>	VanWeider, Marcus	4716 95th		VanWeider, Charity	12	10/18/1993

Student shown as its own family unit:

Family Units
 3 students in 2 families retrieved

Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	<input type="button" value="X"/>
		Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	<input type="button" value="X"/>
<input type="checkbox"/>	366	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	<input type="button" value="X"/>

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Standard 4: Parental Involvement Continued

If a student is missed in a family, select the “Combine” check box next to the family and the check box next to the student and click “Combine” to add the student to the family.

Combine	Parent	Address	Phone	Student	Grade	Date of Birth
<input checked="" type="checkbox"/>	Chand, Yung	3947 Teutonia		Chand, Michael	08	01/31/1998
<input type="checkbox"/>	Johnson, Myra	3329 W Brown Deer Rd		Johnson, Todd	09	10/02/1997
<input type="checkbox"/>	Johnson, Quintella	4716 95th		Johnson, Quintessa	K4	09/03/2006
<input type="checkbox"/>	Marchand, Doug	4718 95th		Marchand, Brianna	10	07/21/1995
<input type="checkbox"/>	Muhammad, Yamin	111 Washington Terr		Muhammad, Hassan	06	04/06/2000
<input type="checkbox"/>	VanWeider, Marcus	4716 95th		VanWeider, Charity	12	10/18/1993

Family Units
2 students in 2 families retrieved

Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input checked="" type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	<input checked="" type="checkbox"/>
<input type="checkbox"/>	366	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	<input checked="" type="checkbox"/>

Student added to family unit:

Family Units
3 students in 2 families retrieved

Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	<input checked="" type="checkbox"/>
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	<input checked="" type="checkbox"/>
<input type="checkbox"/>	366	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	<input checked="" type="checkbox"/>

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Standard 4: Parental Involvement Continued

If you make a mistake combining families, click the red **X** button next to the student's name, and the student will be removed from the family.

Family Units
4 students in 2 families retrieved

Combine

Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	X
		Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	X
		Johnson, Myra	3329 W Brown Deer Rd	Johnson, Todd	09	10/02/1997	X
<input type="checkbox"/>	366	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	X

Student removed from family unit and placed on the list again of students that need to be added to a family:

Combine

Combine	Parent	Address	Phone	Student	Grade	Date of Birth
<input type="checkbox"/>	Johnson, Myra	3329 W Brown Deer Rd		Johnson, Todd	09	10/02/1997
<input type="checkbox"/>	Johnson, Quintella	4716 95th		Johnson, Quintessa	K4	09/03/2006
<input type="checkbox"/>	Marchand, Doug	4718 95th		Marchand, Brianna	10	07/21/1995
<input type="checkbox"/>	Muhammad, Yamin	111 Washington Terr		Muhammad, Hassan	06	04/06/2000
<input type="checkbox"/>	VanWeider, Marcus	4716 95th		VanWeider, Charity	12	10/18/1993

Combine

Family Units
3 students in 2 families retrieved

Combine

Combine	Family ID	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	X
		Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	X
<input type="checkbox"/>	366	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	X

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Standard 4: Parental Involvement Continued

- Once all students are grouped into family units:

Click “Yes” if the family meets the criteria for parental involvement. Leave “No” checked if the family did not meet the standard.

Family Units
 8 students in 6 families retrieved

Combine

Combine	Family ID	Met Criteria	Parent	Address	Student	Grade	Date of Birth	
<input type="checkbox"/>	365	<input checked="" type="radio"/> Yes <input type="radio"/> No	Chand, Yung	3947 Teutonia	Chand, Michael	08	01/31/1998	X
			Chand, Yung	3947 Teutonia	Chand, Victoria	03	04/05/2003	X
<input type="checkbox"/>	366	<input type="radio"/> Yes <input checked="" type="radio"/> No	Fletcher, Gladys	9721 E 41st Lower	Kaiser, Eddie	01	01/07/2006	X
<input type="checkbox"/>	367	<input checked="" type="radio"/> Yes <input type="radio"/> No	Johnson, Quintella	4716 95th	Johnson, Quintessa	K4	09/03/2006	X
			VanWeider, Marcus	4716 95th	VanWeider, Charity	12	10/18/1993	X
<input type="checkbox"/>	368	<input checked="" type="radio"/> Yes <input type="radio"/> No	Johnson, Myra	3329 W Brown Deer Rd	Johnson, Todd	09	10/02/1997	X
<input type="checkbox"/>	369	<input checked="" type="radio"/> Yes <input type="radio"/> No	Marchand, Doug	4718 95th	Marchand, Brianna	10	07/21/1995	X
<input type="checkbox"/>	370	<input checked="" type="radio"/> Yes <input type="radio"/> No	Muhammad, Yamin	111 Washington Terr	Muhammad, Hassan	06	04/06/2000	X

Combine

BackNext

Click “Next” to save and continue completing the report.

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Submitting the Report – Due June 30

Options:

- Back: Go to a previous screen and make changes if needed.
- Will Submit Later: Save report but do not submit. Allows for future editing.
- Submit: Submit the report to DPI. Once the report is submitted it is locked and cannot be edited by the school.

Schools will receive a message indicating whether the school met its standard or did not.

School Meets Standard:

MPCP administrator must submit the report by June 30. Designees cannot submit this report.

Milwaukee Parental Choice Program
Continuing Eligibility, June 30th - Review and Submit
School Name |
School Year: 2010 - 2011

You have chosen the following standards for pupils in the MPCP program:

- Standard 4: Parental Involvement at Least 70%

The results of the data you have entered are:

- Met the 70% minimum for parental involvement - actual rate was **83%** (or 20 / 24)

Back

Will Submit Later

Submit

CONTINUING ELIGIBILITY REPORT – JUNE 30 REPORT

Submitting the Report Continued – Due June 30

School Did Not Meet Standard:

A school that did not meet the standard must check a box before submitting the report acknowledging the school did not meet the continuing eligibility requirements and may be terminated from the MPCP.

The MPCP administrator must submit the report by June 30. Designees cannot submit this report.

Milwaukee Parental Choice Program

Continuing Eligibility, June 30th - Review and Submit

School Name:
School Year: 2010 - 2011

You have chosen the following standards for pupils in the MPCP program:

- Standard 4: Parental Involvement at Least 70%

The results of the data you have entered are:

- **FAILED** to meet the 70% minimum for parental involvement - actual rate was **42%** (or 10 / 24)

The data as reported indicates that the standards were not met. In order to submit this report, you need to read the following statement and check the box if you agree.

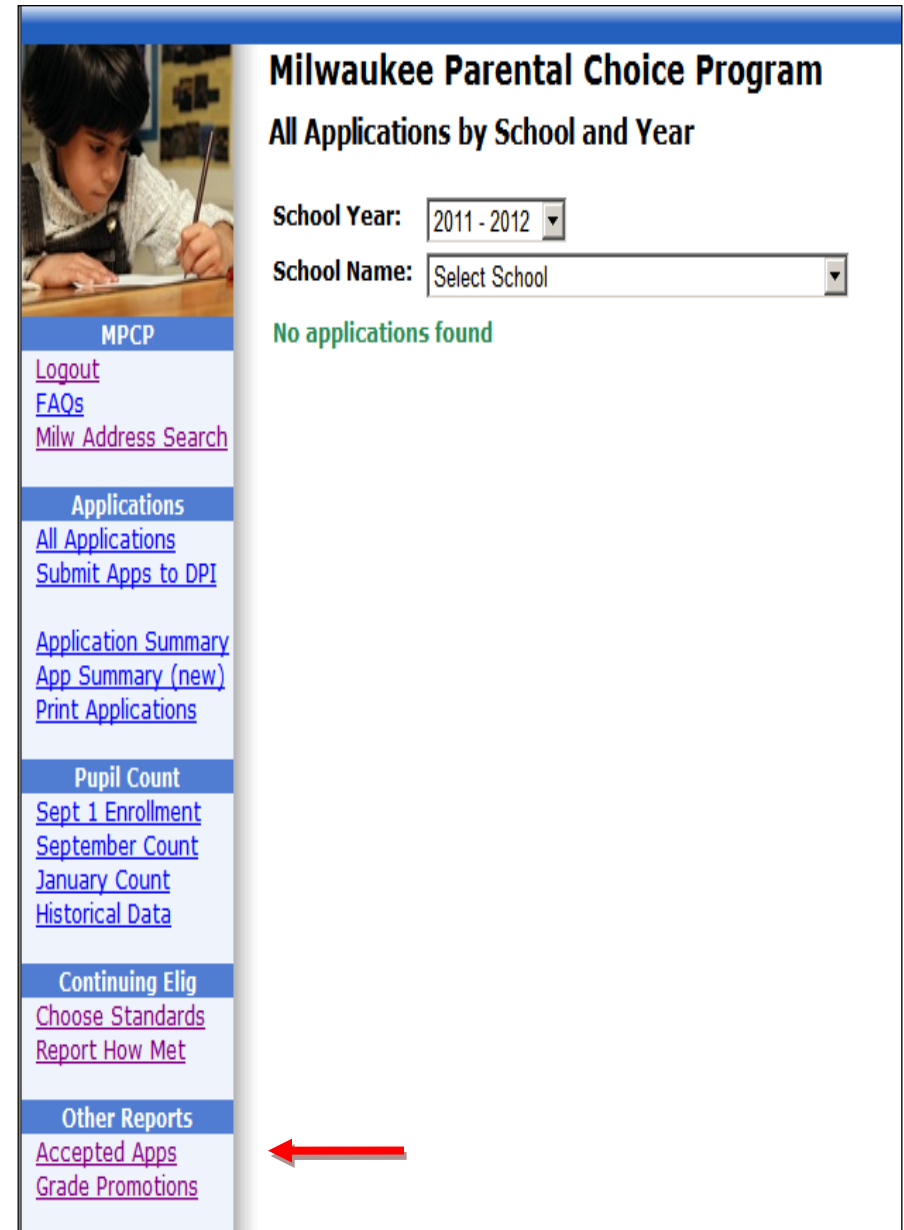
☐ I, the MPCP administrator, acknowledge that the information and data I have entered in this continuing eligibility report **DOES NOT** meet the requirements under s. 119.23 (7)(a) Wis. Stat., and therefore the department may under s. 119.23 (10)(a)4. Wis. Stat. issue an order barring the private school from participating in the Milwaukee Parental Choice Program.

BackWill Submit LaterSubmit

ACCEPTED AND NONACCEPTED REPORT – DUE JUNE 30

Getting Started

1. Log in
2. On the navigation bar find the “Other Reports” section
3. The section includes a link to the “Accepted Apps” report.
4. Click “Accepted Apps” to start the report due June 30.



The screenshot displays the Milwaukee Parental Choice Program (MPCP) website. On the left is a vertical navigation bar with a blue header 'MPCP' and a photo of a child writing. Below the header are links for 'Logout', 'FAQs', and 'Milw Address Search'. The 'Applications' section contains links for 'All Applications', 'Submit Apps to DPI', 'Application Summary', 'App Summary (new)', and 'Print Applications'. The 'Pupil Count' section includes 'Sept 1 Enrollment', 'September Count', 'January Count', and 'Historical Data'. The 'Continuing Elig' section has 'Choose Standards' and 'Report How Met'. The 'Other Reports' section, which is highlighted with a red arrow, contains 'Accepted Apps' and 'Grade Promotions'. The main content area on the right is titled 'Milwaukee Parental Choice Program' and 'All Applications by School and Year'. It features a 'School Year' dropdown menu set to '2011 - 2012' and a 'School Name' dropdown menu set to 'Select School'. Below these menus, the text 'No applications found' is displayed in green.

Milwaukee Parental Choice Program
All Applications by School and Year

School Year: 2011 - 2012
School Name: Select School

No applications found

NUMBER OF ACCEPTED AND NONACCEPTED REPORT – DUE JUNE 30

Getting Started

Instructions:

Read through the instructions and click “Accept.”

Accepted/Unaccepted Apps - Windows Internet Explorer

http://asptest/MPCP/Pages/Accepted_Apps_Main.aspx

WI DOT

File Edit View Favorites Tools Help

Accepted/Unaccepted Apps

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

Milwaukee Parental Choice Program

School Year: 2010 - 2011

School Name: Select School

I have read and understand the instructions for filling out this report as listed below, and accept responsibility for the data being correct. Clicking the Accept button will start the reporting process.

Instructions for Entering Accepted and Unaccepted Applications

Under PI 35.04(4) Wis. Stats., private schools participating in the Milwaukee Parental Choice Program (MPCP) are required to report to DPI, on **June 30** of each year, the number of accepted and nonaccepted applications for the MPCP for that year.

Upon receipt of a MPCP student application, the school must notify the applicant and his or her parent or guardian of acceptance or nonacceptance. The notice must be in writing and occur within 60 days of the submission of the application. Also, each MPCP school must retain all notices of acceptance and nonacceptance and all original MPCP applications, accepted and nonaccepted.

For purposes of reporting the number of accepted and nonaccepted MPCP applications,

- "Accepted" applications are those applications that the school sent a notice indicating the student was accepted at the school.
- "Nonaccepted" applications are those applications that the school sent a letter indicating the student was not accepted to the school.

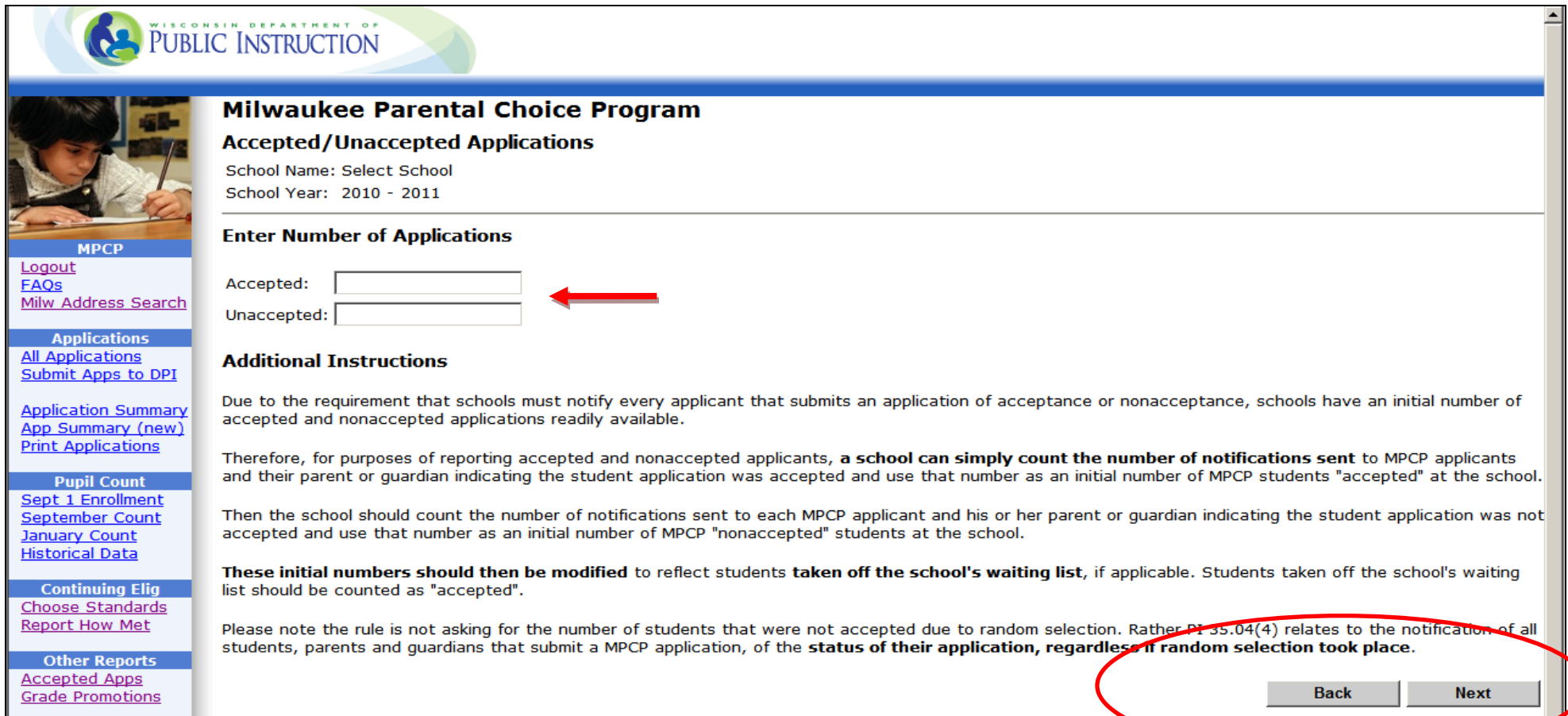
Reasons for not accepting a student application include the following:

1. The application was not entirely filled out;
2. The applicant did not provide eligibility verification information, such as proof of income;
3. The applicant was not eligible for the MPCP; or
4. The applicant was placed on the school's MPCP waiting list for the entire school year. Students placed on the waiting list but later taken off the list and accepted at the school should be reported as "accepted".

NUMBER OF ACCEPTED AND NONACCEPTED REPORT – DUE JUNE 30

Enter the number of accepted applications: “Accepted” applications are those applications that the school sent a letter indicating the student was accepted at the school. *You will receive an error message if the number of accepted applications is less than the number of applications the school counted for payment purposes.*

Enter the number of nonaccepted applications: “Nonaccepted” applications are those applications that the school sent a letter indicating the student was not accepted at the school. Reasons for nonacceptance include: (1) the application was not entirely filled out; (2) the applicant did not provide eligibility verification information, such as proof of income or residency; (3) the applicant was not eligible for the MPCP; or (4) the applicant was place on the waiting list for the entire school year. Students placed on the waiting list but later taken off the list and accepted at the school should be report as “accepted.”



WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

Milwaukee Parental Choice Program

Accepted/Unaccepted Applications

School Name: Select School
School Year: 2010 - 2011

Enter Number of Applications

Accepted:

Unaccepted:

Additional Instructions

Due to the requirement that schools must notify every applicant that submits an application of acceptance or nonacceptance, schools have an initial number of accepted and nonaccepted applications readily available.

Therefore, for purposes of reporting accepted and nonaccepted applicants, **a school can simply count the number of notifications sent** to MPCP applicants and their parent or guardian indicating the student application was accepted and use that number as an initial number of MPCP students "accepted" at the school.

Then the school should count the number of notifications sent to each MPCP applicant and his or her parent or guardian indicating the student application was not accepted and use that number as an initial number of MPCP "nonaccepted" students at the school.

These initial numbers should then be modified to reflect students **taken off the school's waiting list**, if applicable. Students taken off the school's waiting list should be counted as "accepted".

Please note the rule is not asking for the number of students that were not accepted due to random selection. Rather PI 35.04(4) relates to the notification of all students, parents and guardians that submit a MPCP application, of the **status of their application, regardless if random selection took place.**

[Back](#) [Next](#)

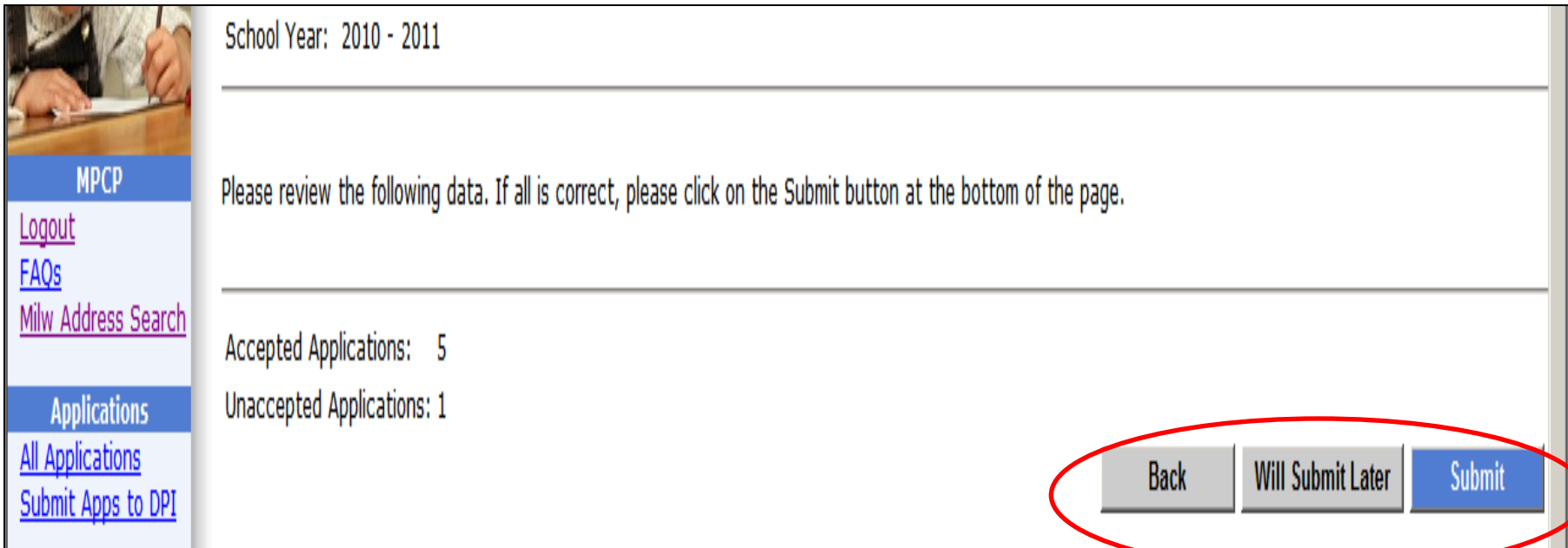
NUMBER OF ACCEPTED AND NONACCEPTED REPORT – DUE JUNE 30

Submitting the Report – Due June 30

Options:

- Back: Go to a previous screen and make changes if needed.
- Will Submit Later: Save report but do not submit. Allows for future editing.
- Submit: Submit the report to DPI. Once the report is submitted it is locked and cannot be edited by the school.

The MPCP administrator must submit the report by June 30. Designees cannot submit this report.



School Year: 2010 - 2011

Please review the following data. If all is correct, please click on the Submit button at the bottom of the page.

Accepted Applications: 5
Unaccepted Applications: 1

Back Will Submit Later Submit

CONTACT INFORMATION

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